

There are multiple ways that an officer can add “officer notes” to an eTicket.

1. They can add a “violation note” for each violation
2. They can add an officer narrative
3. They can attach a document
4. They can add “charging language” for each criminal violation (Beginning January 6<sup>th</sup>)

These various notes display as follows:

<u>Type</u>	<u>How officer adds it using SECTOR</u>	<u>Display on ticket?</u>	<u>Display in court JIS system</u>	<u>Display in court JABS system</u>	<u>Length of data</u>
Violation notes	Added on violation line on violation screen	Yes- right below violation	No	Yes, right below eTicket violation	104 characters
Officer Narrative	On the attachment screen/field	Displays on court copy on subsequent pages	No	Yes, on summary screen under “Officer report”	Large amount of text – unknown limit – fairly unformatted.
Attached document	Attached to incident on the narrative screen, “file with court” box must be selected or it won’t be sent to court	No	No	Yes, As a link on the summary screen – opens exactly as the officer attaches it	250 kb per attachment, 1mb per incident, only specific types of docs allowed
Charging language	Added to any criminal violation by clicking link and entering text	Yes if added by officer and served directly on violator	No	Yes, right below eTicket violation notes	Large amount of text – unknown limit – fairly unformatted.